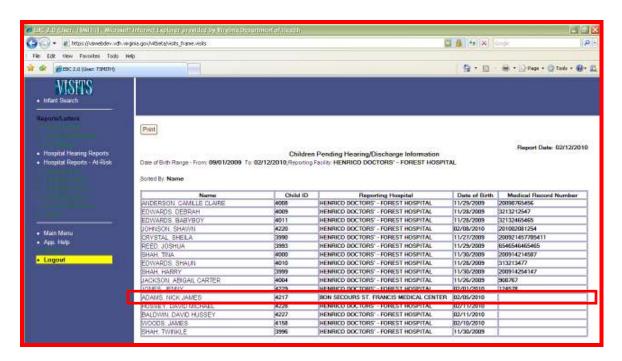
Child transfers

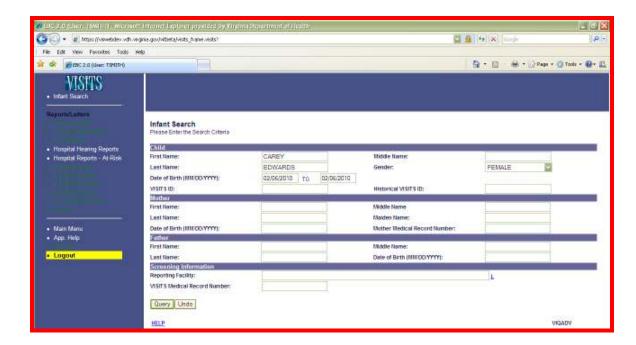
Children are transferred between facilities. These facilities can be in-state or out of state. When a child is transferred, a Discharge Summary will be entered by the facility transferring. This child will be available for entering data in the facility the child is transferred to. Now, users from the transferred to facility can enter discharge summary for this child (along with screenings, if any). This is a good example to demonstrate how a child can have multiple discharge summaries.

To begin the process of transferring a child, log in to the application and go to VISITS main menu. If the logged in user is a hospital hearing user, the 'Children Pending Initial Hearing/Discharge Information' page will be displayed. The transferred children can be identified by looking at the column REPORTING HOSPITAL. Transferred children's records will have a different facility's name other than the logged in user's facility



Alternately, if the user is a hospital VaCARES user or any user who is not on 'Children Pending Initial Hearing/Discharge Information' page – the child transfer process can be started by searching for a child.

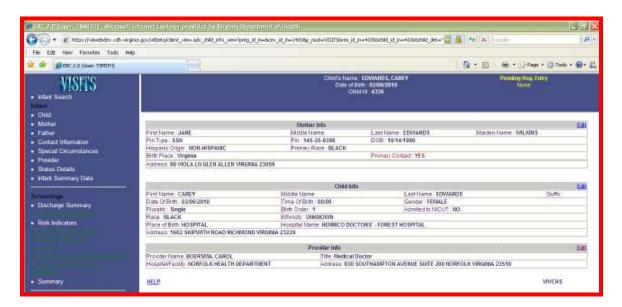
Click on INFANT SEARCH link.



Enter child details and click QUERY button. If a matching record is found, it will be displayed.



Click on the NAME of the child to display child's details.



Assumptions: Child already has Primary Contact Information, and Current Provider Information. For details on how to enter this data, please refer to Child Registration section of the User Guide

Click on DISCHARGE SUMMARY link. No discharge summary records were found for this child.

Click NEW button

Discharge Summary				
Date Discharge / Transfer	Date Created	Discharged Before Screening	Hospital Transferred To	Reported By
		None		
New				
HELP				VILDSS

Enter MEDICAL RECORD NUMBER if this is not pre-populated from EBC data entry.

Click and select YES for DISCHARGED BEFORE SCREENING. When this field is set to YES, REASON NOT SCREENED becomes mandatory.

Click and select 'Transferred to in-state hospital' for RASON NOT SCREENED.

Click 'L' for list of values for HOSPITAL TRANSFERRED TO and select a hospital to be transferred to. Unless this combination of data is entered, the transfer will not be possible.

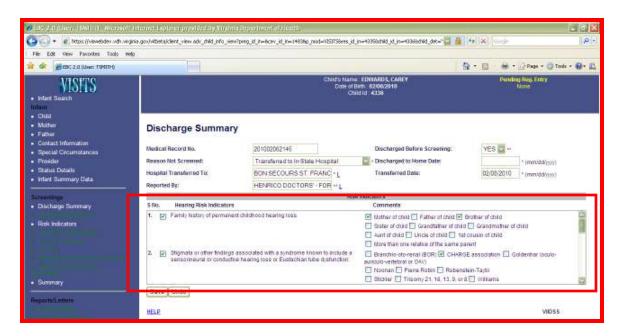
With the above conditions, TRANSFERRED DATE becomes mandatory. Enter a date for this field. DISCHARGED DATA cannot be entered for transfer cases.

REPORTED BY is always defaulted to the facility which the logged in user belongs to.

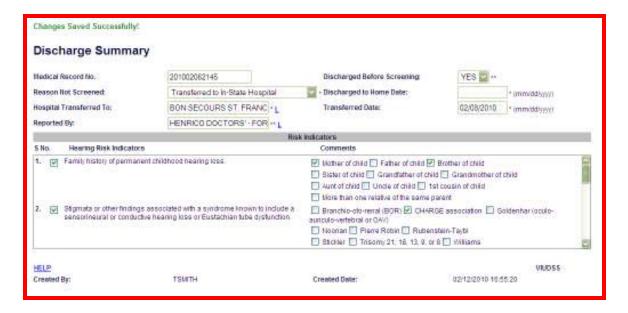
If there are any RISK INDICATORS, they can be tied to this Discharge Summary from this page. Risk Indicators are entered and saved in a different way than VISITS-I. In the old application, free text was entered for Risk Indicators. In VISITS-II, majority of Risk Indicators are categorized and sub-categorized. This will help the users report quality data for such key elements like Rick Indicators used for reporting.

The Risk Indicators window displays only few choices but the rest of the choices can be viewed by scrolling the area up/down.

Check the RISK INDICATORS that apply and press SAVE button.



The Discharge Summary is successfully saved. Note that the SAVE button now disappeared from the page indicating that once the discharge summary is entered and saved, it cannot be modified



Click on DISCHARGE SUMMARY link again.



Notice that the HOSPITAL TRANSFERRED TO and REPORTED BY are different. Only users from the facility transferred to can enter further discharge summary

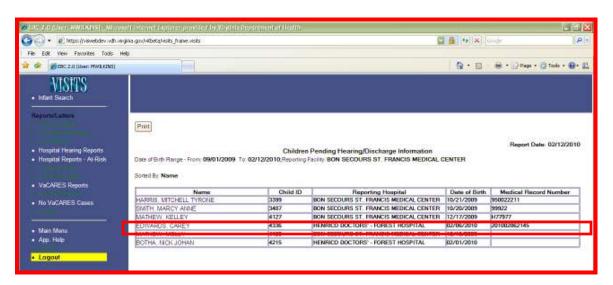
Note: Out of state transfer is also possible

Verify the child transfer to another in-state facility

When the users from the facility transferred to login and go to VISITS main menu, they can view this transferred child listed under 'Children Pending Initial Hearing/Discharge Information' page



Verify that the transferred child is in the list.



Hospital users from this facility can now open the child's record and enter other information.